

School District of Gibraltar Area
Fish Creek, Wisconsin
Regular Meeting of Gibraltar Board of Education
Minutes of *Monday, July 8, 2013*
Community Room #266
7:00 p.m.

Call to Order

President Anderson called meeting to order at 7:00 p.m.

Roll Call

Present: Sally Pfeifer, Lynnea Hickey, Martha Luber Pelrine, Fred Anderson, Mike Peot, Mark Weborg

Excused: Suzanne Brennan

Also Present: Tina Van Meer, Superintendent; Kirk Knutson, Secondary Principal; Brian Annen, PK-5 Principal/Transportation Director; Nancy Keehan, Administrative Asst./Board Secretary; 4 visitors

Minutes

Moved Pfeifer/Luber Pelrine to approve minutes of June 10, 2013 regular meeting as written. No discussion. Aye – All. Opposed – None. Motion carried.

Communication

Board received thank you notes from:

- Marilyn Van Den Bogart
- Chris Zvara

Board received:

- Invitation to attend Door County Triathlon from Davis and Kuelthau
- Letter from Rep. Garey Bies explaining passage of state budget and what it means to schools in general
- Proposed legislation to repeal September 1 start date

Open Discussion

- Pat Newdecker, retired school superintendent at Oconomowoc and Gibraltar alumnus, is organizing MBA opportunity for educators through Wilson Fund.
- Our WIAA softball and baseball co-ops with Washington Island are in place for 2013-14, which has a small impact on our divisional placement in those sports. Declining enrollment in other school districts throughout the state also affects our divisional placement.
- Current board policy on electronic devices allows student cell phone use during non-instructional times. Teachers have discretion on cell phone use during instruction. High school students have OLPS laptops and middle schoolers have access to laptops on cows. Policy needs clarification on when student cell phone use is and is not allowed. Board will review policy before school starts. Educational piece will be included in August mailing. WASB may have legal recommendations.

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Administrative Reports were submitted electronically and were available in hard copy.

Knutson provided summer school summary. Secondary school will have a new lunch schedule. Student records roll over will be July 12. All fall sports meeting is July 22.

Annen is reviewing Rtl data with Van Meer. Elementary school theme for 2013-14 is *Every Student Every Day*.

Van Meer welcomed Mr. Annen. Administrative meetings scheduled for this year include Educator Effectiveness, district coordination, administrative retreat, and CESA 7 administrative training. Shaun Young did great job as summer school principal. We may need more maintenance hours to get school up and running.

Payment of Bills

Moved Weborg/Hickey to approve payment of bills totaling \$164,867.01 as presented. No discussion. Aye – All. Opposed – None. Motion carried.

Letters of Resignation

Moved Pfeifer/Peot to accept letters of resignation from Tom Michelsen as lead bus driver and Bill Koessl as regular driver. Discussion: Michelsen is retiring after 42 years with the district. Both should be recognized for their years of service. Aye – All. Opposed – None. Motion carried.

2013-14 Bus Driver Job Postings

Moved Luber Pelrine/Weborg to approve job postings for two regular bus driver positions at 4 hours/day each for 2013-14 school year. Aye – All. Opposed – None. Motion carried.

2013-14 Propane Contract

District received bids for propane fuel from Ferrellgas and Milton Propane, each at \$1.249/gallon. Current provider is Ferrellgas.

Moved Weborg/Pfeifer to approve propane contract with Ferrellgas at \$1.249/gallon for 2013-14 school year. No discussion. Aye – All. Opposed – None. Motion carried.

2013-14 Student Accident Insurance Contract

District received quote for student accident insurance from Student Assurance Services of \$15,505. This includes group athletic coverage premium of \$12,450 and other pupil coverage premium of \$3,055. This is a voluntary school-day policy. A voluntary parent-paid policy is also available. Board requested further information on deductibles, benefits, and exclusions for this insurance.

Moved Luber Pelrine/Pfeifer to table item X pending further information. Aye – All. Opposed – None. Motion carried.

Supplemental Hourly Rate for Certified Teaching Aides

Moved Hickey/Luber Pelrine to approve supplemental hourly rate of \$.40/hour for certified teaching aides to cover costs associated with maintaining teaching licensure calculated outside of base wages. Aye – All. Opposed – None. Motion carried.

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2013-14 Preliminary Budget

Van Meer presented 2013-14 preliminary budget:

REVENUES

Total General Fund	\$9,721,271
Special Education Revenues	+ 174,000
Total Revenues	\$9,895,271

PROPOSED BUDGET (NOT INCLUDING GRANTS)

Instructional	\$4,531,806.42
Support	4,568,233.59
Non-program	+ 424,552.00
Total Expenditures	\$9,524,592.01

Expenditures Under (Over) Revenues \$370,678.99

Revenue increase of \$83,000 is mainly from new state budget with \$75/pupil increase. There could be an additional \$75/pupil revenue increase. Open enrollment could bring potential revenue increase. Van Meer has recommendations for potential surplus of \$370,678.99. Aging bus fleet may require district to purchase new bus. Forty-five incoming freshmen will need OLPS laptops; preliminary figure on REAP grant is not available yet. Seven cow labs are at various years of usage. To replace all 7 labs would cost \$300,000. Other items include carpet replacement, restoration of annual maintenance budget, and research and development grants for teachers. Long-term maintenance discussion may continue on library renovation project including roof replacement. Small surplus could be placed in fund balance. Board inquired about maintenance project figures from Steve Higginbotham.

Moved Pfeifer/Hickey to approve 2013-14 preliminary budget as presented knowing there will be additional changes as we move throughout the summer. Discussion: Board has consensus that OLPS needs to continue for incoming freshmen. Aye – All. Opposed – None. Motion carried.

Representative to Door County Advisory Board

President Anderson appointed Sally Pfeifer as 2013-14 representative to Door County Advisory Board.

2013 Summer Retreat

Moved Pfeifer/Hickey to approve summer board retreat for August 1, 2013 at 9:00 a.m.

First Reading Policy 7.04(11)

Board heard first reading of revisions to job description 7.04(11) including title change from Assistant Bookkeeper to District Financial Assistant. Second reading will be July 22, 2013.

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Update on Employee Handbook

Board reviewed update to Board Policy 6.01 - Employee Handbook. Changes were made to *Paid Time Off* and *Unpaid Leave*. First reading of revised policy was June 10, 2013. Second reading will be July 22, 2013.

New School Sign

Estimated cost of 4' X 8' engraved stone school to replace existing wood sign is \$3,500. Bid for Door County field stone pillars is still being developed. Lights will remain on both sides of sign. Board concurred that sign will read: Gibraltar School District *Home of the Vikings*. Van Meer will work with Bridenhagen on landscaping after new sign is placed. District will go through county zoning for necessary permit(s).

2013 WASB Educator Effectiveness Conference

Board discussed possible attendance at August 8 WASB Conference in Green Bay.

Donations – None

Committee Reports – None

Adjourn to Executive Session

Moved Pfeifer/Hickey to adjourn to executive session at 8:47 p.m. per §19.85(1)(c), Wis. Stats., to discuss employee personnel matters – considering employment, promotion, compensation or performance evaluation. Aye – Weborg, Peot, Anderson, Luber Pelrine, Hickey, Pfeifer. Opposed – None. Motion carried.

Reconvene to Open Session

Moved Weborg/Pfeifer to reconvene to open session at 9:31 p.m. Aye – Weborg, Peot, Anderson, Luber Pelrine, Hickey, Pfeifer. Opposed – None. Motion carried.

Adjourn

Moved Weborg/Peot to adjourn at 9:31 p.m. Aye – All. Opposed – None. Motion carried.

Respectfully submitted,
Nancy Keehan
Admin. Asst./Board Secretary